

NEWTON PUBLIC LIBRARY
REGULAR MONTHLY BOARD MEETING
THURSDAY, JULY 22ND, 4PM

4:01 President McConnell called the July Library Board Meeting to order.

Board Members Present: Rita Baker, Juana McConnell, Darcy Soule, and Terry Townsend.

Also Present: Library Director Nicole Terry, Council Liason Mark Hallam and City Administrator Matt Muckler

Agenda Approval: Moved by Baker, seconded by Townsend and passed to approve the agenda.

Minutes Approval: Moved by Soule, seconded by Baker and passed to approve the minutes of the June 24th Board Meeting.

Public Comments/Concerns: None

Approval of Bills: Moved by Baker, seconded by McConnell to approve payment of the bills in the amount of \$17,072.52. Motion passed.

Library Financial Report: Nicole discussed the Library budget performance.

Library Director Report: The number of books circulated through the Mystery Bags program has exceeded 1400 since the program started in January. The Adult Summer Reading program has been very popular this year with 642 participants and with 893 attending the June & July SRP event. The Library partnered with Friends of the Library to sell Baby Yoda library cards for \$2 each. Nicole updated the board on some miscellaneous maintenance items.

Newton Public Library Foundation: No report.

Old Business: Nicole updated the board on the 2 missing hot spots recovery process. We have not been able to contact the parties involved and assume we will not recover them.

New Business:

a. The Newton City Council has approved the Library's FY23 budget in the amount of \$669,306, which is the same amount as the FY22 budget.

b. Library Board Appointments effective August 1, 2021:

President - Rita Baker

Vice President - Darcy Soule

Treasurer - Terry Townsend

Secretary - Juana McConnell

c. Lambs Grove 28E - Nicole will contact them to see if there is an issue.

d. Library Restructure and Hiring - due to a resignation in August, Nicole has recommended hiring two half-time Information Assistants. Nicole reviewed in detail the duties of the positions. Nicole and our Public Services Librarian will conduct the interviews. Moved

by Baker, seconded by Townsend to approve the hiring of two half-time Information Assistants. Motion approved.

e. Library Services frozen during Hiring Process- since the Library will be short a position until the hiring process has been completed there will be reductions in some of the programs:

1. First grade visits won't happen.
2. Book clubs have been encouraged to get their requests in early.
3. Job seeker hours reduced by 50%
4. No story time

Director Evaluation: The Library Board entered a closed session to discuss Nicole's evaluation with her.

The Library Board came out of the closed session.

Agenda Items for the August 26th Board Meeting in the Meeting Room @4:00PM

- a. Library Board Bylaws Review
- b. Meeting time for Board Meetings.

Motion to adjourn by Baker, seconded by Townsend, motion approved.

Meeting adjourned @ 4:38PM

Respectfully Submitted,
Terry Townsend, Secretary